Meeting convened at 9:00 am.

1. Approval of August 25, 2020 meeting minutes
   1. Minutes Approved

2. Laptop Policy
   a. Discussed how to move forward with our recommendation, etc.
      i. Questions on access, costs, route to proceed with program
      ii. Program would be a rental, with 2-year (student) and 5-year (faculty/staff) rotations.
      iii. Program would most likely be a student fee add-on.
      iv. Program would be a mandate
      v. Kent will reach out to UW – Stout to get some basic information, cost, etc. regarding their program.
      vi. Need to let Ellen know if there are any changes, edits, etc. for the draft proposal.

3. LTS Update
   a. COVID preparation
      i. Reviewed all learning spaces for caps, rescheduled room usage, purchased/outfitted all rooms with webcams and microphones.
      ii. Developed Blugold Protocol App (over 10,034 users)
   b. Turned on MFA (multifactor authentication) for students on 10/5/20
      i. Over 50 systems/application require MFA
   c. Welcome Center
      i. Coordinating network and audio-visual components
      ii. Plan to move in late spring semester
   d. Student H:
      i. Data is moving to Microsoft OneDrive (start Jan. 8th)
      ii. Savings in rotation costs for server and storage hardware
   e. Skype for Business
      i. End of life, moving to Microsoft Teams
      ii. Migration in January 2021
   f. New event management calendar system
      i. Replace with one calendar that pulls from all event management systems on campus
   g. New help desk ticketing software – Alemba
   h. Recommendation for committee to look at platforms (video conference) being used on campus.
      i. How are they using and how do they feel about its use.

4. Library Update
   a. Technology checkout, emergency use
      i. Laptop checkout is limited due to high demand
b. Textbook
   i. Handling questions on copying resources, textbooks on hand, how are rental fees used.

   c. Acquired new resource that will be of value to several departments.

Next meeting on October 19th @ 2pm (Teams)
Meeting Closed at 3:02 pm